



## **JOB ANNOUNCEMENT**

### **WATER QUALITY / WATERSHED COORDINATOR**

Position Title: Water Quality / Watershed Coordinator  
Salary: Dependant on Qualifications  
Reports To: Environmental Program Director  
FSLA: Non-Exempt  
Prepared by: JDM  
Date Prepared: February 24, 2005

#### **Approvals:**

Department Director \_\_\_\_\_ Date: \_\_\_\_\_

General Manager \_\_\_\_\_ Date: \_\_\_\_\_

CAO \_\_\_\_\_ Date: \_\_\_\_\_

**GENERAL:** The Watershed Coordinator oversees local implementation of Sauk-Suiattle Tribal Water Quality programs. (Clean Water Act Sections 106 and 319) and will work on projects within the Sauk and Suiattle Watersheds cooperatively with Federal, State and Local governments, soil and water conservation districts, agencies, Tribes, and community organizations. This position requires significant leadership and managerial skills in a multicultural setting. The successful candidate should be confident working individually and with little supervision. The Coordinator is expected to function as with a team player within the organization, as well as developing partnerships with members of stakeholder groups and governmental agencies.

The Water Quality /Watershed Coordinator heads nonpoint source control and pollution prevention programs and conducts cooperative strategies to prevent water quality problems emanating from runoff, including storm water management, erosion and sediment control, historic mining identification and cleanup, agricultural best management practices, watershed planning, & flood plain management.

The successful candidate will work to establish a community-based watershed restoration and water quality programs, solicit community support, provide outreach and volunteer coordination, develop and implement discrete watershed sampling programs and implement conservation, maintenance and restoration activities.

## **SPECIFIC DUTIES AND RESPONSIBILITIES:**

- ✚ Provides technical information and engages in long term environmental planning on water related issues.
- ✚ Develops and implements the various watershed planning initiatives of the Tribe.
- ✚ Formulates policies and long-range strategies for the Watershed program.
- ✚ Reviews and presents Tribal response to development, official plans and other Water related amendments, and long range planning proposals to various local governments and agencies.
- ✚ Supervises all water quality and laboratory activities.
- ✚ Designs, manages and performs stream assessments, and water quality sampling on a regular basis.
- ✚ Trains and manages a staff of one or more people.
- ✚ Coordinates, supervises and train volunteers, interns, and summer youth.
- ✚ Supervises stream, wetland and watershed assessments.
- ✚ Provides educational and outreach opportunities and makes presentations to various audiences including the Tribal and other local Watershed communities.
- ✚ Prepares sampling, project, and QA/QC plans and writes technical reports.
- ✚ Develops lab procedures and manages a small but basic laboratory analyzing samples for pH, hardness, alkalinity , 5 day BOD, Kjeldhal Nitrogen, Nitrogen, fecal coli form and e- coli.
- ✚ Writes and manages Program grants and work plans.
- ✚ Performs environmental reviews and assessments
- ✚ Assists the Director with departmental work plans and budgets relating to Watershed Management.
- ✚ Maintains (and update as needed) documentation and reporting systems and databases including GIS
- ✚ Revises Watershed Management Plan as needed. Coordinates water resource monitoring program within the watershed
- ✚ Develops and maintains volunteer monitoring program to help collect needed data.
- ✚ Defines pollutants and their source as well as identifying critical areas for protection and restoration projects.
- ✚ Other related/relevant duties as assigned.

## **SUPERVISORY REQUIREMENTS:**

Supervises Tribal Water Quality Technicians, Interns, and volunteers.

## **QUALIFICATIONS:**

To perform this job successfully an individual must be able to complete each essential duty satisfactorily. **The requirements listed here are representative of the knowledge, ability and mastery of skills the essential duties Required:** Bachelor's of Science degree (master's preferred) in Watershed planning, Stream Ecology, Water Quality, Natural resource management or related environmental field, or a combination of the training, education and experience specific enough to achieve the scientific knowledge, skills and abilities in those fields. The successful candidate possesses four or more years of related experience, including supervisory and administrative skills. Master's degree may substitute for two years of experience.

**Desired:**

Proficiency in GIS and GPS desired. Watershed and hydrological modeling experience desirable. At least one year of Tribal Water Quality/ Watershed experience is desirable

**PHYSICAL DEMANDS:**

This job requires a desire to work in an outdoor environment and rugged terrain. The Candidate must be able to swim and work safely in a rugged outdoor and difficult environment. To perform the duties of this position safely the employee is required to sit use hands and fingers to handle or feel and have a normal range of motion and dexterity. The employee is required to sit, and walk climb, balance, and stoop, kneel and crouch. The employee may occasionally lift and or move 75 pounds. Specific vision requirements: close vision, distant vision, depth perception, and ability to focus. Reasonable accommodations may be made to accommodate individuals with disabilities in performing the essential functions of the position in the workplace.

**WORK ENVIRONMENT:**

The work characteristics described here are representative of those an employee may encounter while performing the essential duties of this position.

While performing the essential duties of this job the employee will be exposed to wet and or humid conditions, fumes or airborne particles, toxic or caustic chemicals, outside weather conditions of extreme heat or cold (snow) and Exposure to biting and stinging insects, and thick brush on occasion. The noise level of the work environment is moderate.

**CULTURAL SENSITIVITY:**

**The employee must be culturally sensitive to the customs, traditions, practices and sovereign status of the Sauk-Suiattle Indian Tribe.**

**CERTIFICATIONS and LISCENSES REQUIRED:** A Valid drivers Washington State Drivers license is required. As this position works with Summer Youth a criminal background check is required for employment.

**APPLICATION PROCEEDURES:**

1. Request an application from the Sauk- Suiattle Indian Tribe by calling 360.436.0738.
2. Fill out the Application form completely.
3. Return the Application form with most current resume and a list of names addresses and phone numbers of three work related references.

Return to: **Environmental Director  
Sauk-Suiattle Indian Tribe  
5318 Chief Brown Lane  
Darrington, Washington  
98241**

**NATIVE AMERICAN and VETERAN PREFERENCES APPLY**

